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COUNTY OF LOS ANGELES
DEPARTMENT OF HEALTH SERVICES
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BOARD OF SUPERVISORS

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August 5, 2004

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**AMENDMENT WITH THE SIMI GROUP, INC. FOR PUBLIC HEALTH PREPAREDNESS
AND RESPONSE TO BIOTERRORISM (All Districts) (3 Votes)**

CIO RECOMMENDATION: APPROVE ☒ APPROVE WITH MODIFICATIONS ☐ DISAPPROVE ☐

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize and instruct the Director of Health Services, or his designee, to approve a not-cost extension to Agreement No. H-212907 with The SIMI Group, Inc. (SIMI) through December 31, 2004 for Tasks Nos. 26-37.
2. Authorize and instruct the Director of Health Services, or his designee, to execute Amendment No. 5 to Agreement No. H-212907 with SIMI, substantially similar to Exhibit I to continue the development of a web-based platform and to provide maintenance and support additional enhancements to the Los Angeles County's Health Alert System Training and Education Network (HASTEN), to increase the maximum obligation by \$1,935,202, an increase of \$598,840, 100% offset by Centers for Disease Control and Prevention (CDC) Award No. U90/CCU917012-04, and to extend the term of the Agreement through August 30, 2005, with a provision for a 12-month renewal through August 30, 2006, at the sole option of the County and contingent upon CDC funding.
3. Delegate authority to the Director of Health Services, or his designee, to execute amendments to Agreement No. H-212907 with SIMI for up to 25% of the maximum obligation, subject to review and approval by County Counsel, Chief Information Office, and notification of Board offices.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:

In approving the recommended action, the Board is authorizing system enhancements to support a more effective and efficient response to acts of bioterrorism and other public health emergencies. The Board is also authorizing an increase in the maximum obligation and an extension of the term of the Agreement for one year with provision for a 12-month renewal, upon the occurrence of certain events.

FISCAL IMPACT/FINANCING:

Amendment No. 5 to SIMI Agreement No. H-212907 will increase the maximum County obligation from \$1,336,362 to \$1,935,202, an increase of \$598,840, 100% offset by the CDC Award for the period of August 31, 2004 to August 30, 2005. The maximum obligation includes \$25,000 in-kind net County cost.

Funding for these amendments is included in the Fiscal Year 2004-05 Adopted Budget. There is no additional net County cost associated with these recommendations.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On August 21, 2001, the Board approved the initial sole source agreement SIMI effective August 30, 2001 through August 30, 2002. Subsequent Amendments Nos. 1 - 3 increased the maximum obligation by \$40,000, \$50,000, and \$22,400 respectively, offset by \$25,000 County in-kind contribution and the remainder by CDC funds, revising the total maximum obligation from \$123,424 to \$235,824, to complete the HASTEN system and receive additional HASTEN system maintenance services.

Amendment No. 4, approved by the Board on August 26, 2003, increased the maximum obligation by \$1,100,538, 100% offset by CDC funds, to expand the HASTEN system to a web-based platform.

Amendment No. 5 will increase the maximum obligation by \$598,840, 100% offset by the CDC funds, and will:

1. Provide for additional enhancement to the HASTEN web-based platform to support critical notification and alerting capabilities.
2. Support integrated messaging and data exchange interfaces with critical public health partners such as laboratories, hospitals, etc.
3. Support integration of bioterrorism-related applications such as Visual Confidential Morbidity Report (VCMR) system and the Los Angeles Immunization Network (LINK) system to leverage the web services-based messaging and communications architecture of HASTEN.
4. Support maintenance and operation readiness of the HASTEN platform to ensure high availability of the web-based system.

The Agreement may be terminated by the County with or without cause with 30 days' notice.

Attachment A provides additional information.

County Counsel has approved Exhibit I as to form.

The Chief Information Officer concurs with the Department's recommendation.

CONTRACTING PROCESS:

SIMI was selected as an initial sole source provider based on their experience and knowledge of the collaborative system between the California State Department of Health Services and DHS. Therefore, the Department did not advertise the services to be provided. In addition, response to bioterrorism demands and the increased level of security required by the CDC necessitate the expertise of contractors such as SIMI who have extensive experience with secure web-based platforms.

Considering the expertise of the contractor, the proprietary nature of the software, the need to quickly implement these activities to meet both urgent CDC grant requirements this year and national preparedness mandates, and considering the perilous times in which we live, it is recommended that the services provided by SIMI be continued.

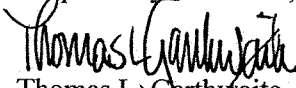
A sole source justification letter is on file with the Department.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

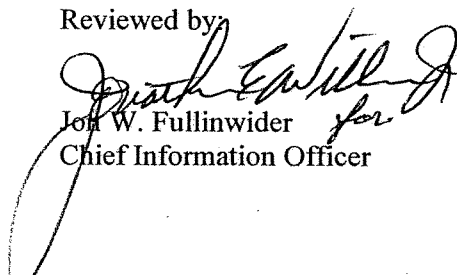
Approval of this Amendment will allow the continued utilization of funds as awarded by the CDC to enhance the Department's ability to respond to acts of bioterrorism.

When approved, this Department requires three signed copies of the Board's action.

Respectfully submitted,


Thomas L. Garthwaite, M.D.
Director and Chief Medical Officer

Reviewed by


Jon W. Fullinwider
Chief Information Officer

TLG:jr

Attachments (2)

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

SUMMARY OF AGREEMENT1. TYPE OF SERVICE:

The SIMI Group, Inc., will provide DHS with expansion of the HASTEN system, integrate a web-based training system, and support data exchange efforts with critical public health partners.

2. AGENCY ADDRESS AND CONTACT PERSON:

The SIMI Group, Inc.
1610 Arden Way, Suite 280
Sacramento, California 95815
Attention: Dan Desmond, President, CEO
Telephone: (916) 564-6500/Facsimile: (916) 923-5530

3. TERM OF AGREEMENT:

Effective August 31, 2004 through August 30, 2005, with provision for a 12-month automatic renewal.

4. FINANCIAL INFORMATION:

	Initial Contract 8/31/01- 8/30/02	Amend No. 1 8/31/01- 8/30/02	Amend No. 2 8/31/02- 8/30/03	Amend No. 3 8/31/02- 8/30/03	Amend No. 4 8/31/03- 8/30/04	Amend No. 5 8/31/04- 8/30/05
Maximum County Obligation	\$123,424	\$163,424	\$213,424	\$235,824	\$1,336,362	\$1,935,202
Less: BT Supplemental Fund (Year 2 of BT grant)	-\$123,424	-\$123,424	-\$123,424	-\$123,424	-\$123,424	-\$123,424
Less: BT Supplemental Fund (Year 3 of BT grant)		-\$15,000	-\$15,000	-\$15,000	-\$15,000	-\$15,000
Less: BT Supplemental Fund (Year 3 of BT grant)			-\$50,000	-\$50,000	-\$50,000	-\$50,000
Less: BT Supplemental Fund (Year 3 of BT grant)				-\$22,400	-\$22,400	-\$22,400
Less: BT Supplemental Fund (Year 3 of BT grant)					-\$1,100,538	-\$1,100,538
Less: BT Fund (Year 4 of BT grant)						-\$598,840
Net County Cost (BT Attack Response)	-0-	\$25,000*	\$25,000*	\$25,000*	\$25,000*	\$25,000*

*In-kind contribution

5. GEOGRAPHIC AREA TO BE SERVED:

Countywide.

6. ACCOUNTABLE FOR MONITORING:

John Schunhoff, Ph.D., Chief of Operations, Public Health
Sharon Grigsby, Executive Director, Public Health Preparedness and Response for Bioterrorism

7. APPROVALS:

Public Health: Jonathan E. Fielding, M.D., M.P.H., Director of Public Health and Health Officer

Contracts and Grants Division: Irene E. Riley, Director

County Counsel (approval as to use): Robert E. Ragland, Deputy County Counsel

CIO ANALYSIS

DEPARTMENT OF HEALTH SERVICES AMENDMENT NO. 5 TO
AGREEMENT H-212907 WITH SIMI GROUP, INC.

CIO RECOMMENDATION: ☒ APPROVE ☐ APPROVE WITH MODIFICATION
☐ DISAPPROVE

Contract Type:

☐ New Contract ☒ Contract Amendment ☐ Contract Extension
☐ Sole Source Contract

New/Revised Contract Term: Base Term: 1 Yrs # of Option Yrs 1

Contract Components:

☒ Software ☐ Hardware ☐ Telecommunications
☒ Professional Services

Project Executive Sponsor: John F. Schunhoff, Ph.D., Chief of Operations, Public Health

Budget Information :

Y-T-D Contract Expenditures	\$1,336,362
Requested Contract Amount	\$ 598,840
Aggregate Contract Amount	\$1,935,202

Project Background:

Yes	No	Question
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is this project legislatively mandated?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is this project subvented? If yes, what percentage is offset? 100%

Strategic Alignment:

Yes	No	Question
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is this project in alignment with the County of Los Angeles Strategic Plan?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is this project consistent with the currently approved Department Business Automation Plan?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Does the project's technology solution comply with County of Los Angeles IT Directions Document?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Does the project technology solution comply with preferred County of Los Angeles IT Standards?

Project/Contract Description:

The Department of Health Services (DHS) is requesting Board approval and delegated authority to the Director of Health Services or his designee, to sign Amendment No. 5 to Agreement No. H-212907 with SIMI, Group, Inc. (SIMI) to:

- Extend at no additional cost the time allowed in the agreement to complete Tasks Nos. 26-37.
- Amend the Agreement scope and contract sum for maintenance and enhancements to Los Angeles County's Health Alert System Training and Education Network (HASTEN).

The proposed Amendment No. 5 to Agreement No. H-212907 with SIMI will increase the maximum obligation for this agreement from \$1,336,362 to \$1,935,202, an increase of \$598,840. This funding is fully offset (no net County cost) by federal Centers for Disease Control and Prevention (CDC) Bioterrorism Preparedness and Response grant funds. This Amendment extends the term of the agreement for one year through August 30, 2005, and includes a provision for a 12-month renewal through August 30, 2006. In addition, DHS is requesting delegated authority to execute future amendments to the scope of this Agreement and the corresponding contract sum, up to a maximum of 25 percent of the maximum contract obligation. Execution of the renewal and future amendments are contingent upon CDC funding and will be subject to review and approval by County Counsel and the Chief Information Office, and notification to your Board.

Services under this amendment include:

- Providing pool hours for system maintenance and enhancements to support HASTEN notification and alerting capabilities.
- Continuing development, testing and support of electronic interfaces with key public health partners including California State Department of Health Services, commercial laboratories and local hospitals.
- Providing support and training for the wider deployment of HASTEN throughout jurisdiction, including interim hosting services, and upgrades to critical software components.
- Enhancing HASTEN aggregation of system notification and alerting services such as a unified directory tree, alert status tracking and management tools, and analytical reports that are consistent with the Los Angeles County Public Health Information Network (PHIN) technical specifications.
- Continuing support of internal messaging broker and integration services to share and exchange data with other DHS bioterrorism-related (e.g., Visual Confidential Morbidity Report and Los Angeles Immunization Network) and Homeland Security applications.

- Supporting Public Health Data Mart design activities according to CDC Public Health Information Network standards and integration with the Los Angeles County DHS Data Warehouse.
- Developing operational readiness document and quality assurance process detailing system testing, maintenance protocols and procedures.

Background:

HASTEN is a web-enabled bio-terrorism call-down system, secure web portal, collaboration workspace, and messaging platform to support response to current and emerging disease threats including bioterrorism. HASTEN was first acquired by DHS through a sole source agreement with SIMI in the amount of \$123,424 (fully offset through CDC grant funding), which was approved by the Board on August 21, 2001.

Four amendments have been executed on this agreement:

- Amendments No. 1 approved by the Board on January 29, 2002, increased funding from \$123,424 to \$163,424 to provide for software and documentation development, implementation support, and continuing maintenance during the contract period.
- Amendment No. 2 executed under delegated authority of the Director of DHS on November 18, 2002, increased the maximum obligation by \$50,000 for a revised total of \$213,424. These funds were used to implement fax broadcasting functionality and receive additional maintenance services.
- Amendment No. 3 executed under delegated authority of the Director of DHS on November 18, 2002, increased the maximum obligation by \$22,400 for a revised total of \$235,824. These funds were used to complete a full-scale communication exercise of the system and receive additional maintenance services.
- Amendment No. 4 approved by the Board on August 26, 2003, increased funding from \$235,824 to \$1,336,362. These funds were used to expand the HASTEN system, integrate a web-based training system, support data exchange efforts with critical public health partners, and receive additional maintenance services.

Project Justification/Benefits:

Approval of the Amendment will allow DHS Public Health to continue to enhance the HASTEN integrated communications and messaging platform. In addition, this amendment will ensure the development of additional data interfaces with key public health partners for the secure exchange of mission critical data.

Project Metrics

DHS has identified specific tasks and deliverables tied to milestone dates for this project. DHS staff will review and validate overall system features, upgrades, and enhancements. Focus groups will be conducted with key public health partners to verify that all desired elements have been successfully integrated and properly configured into HASTEN. Acceptance tests will be conducted by the County and contractor and performed independently by the County, where necessary. Periodic disaster exercises will be conducted and incorporate tests of system functionality to assess system performance under a variety of scenarios and conditions.

DHS staff will also evaluate proposed interfaces and overall architectural design plans to ensure compliance with approved technical standards and specifications. In addition, technical project advisors from CDC will be requested to perform independent Public Health Information Network standards compliance testing to assess adherence to I/T requirements of bio-terrorism grants.

Impact If Proposal Is Not Approved

If this Amendment is not approved, DHS' bio-terrorism preparedness efforts would be hampered. Specifically, DHS would be:

- Unable to meet CDC grant requirements and could potentially impact future CDC funding due to noncompliance.
- Unable to ensure deployment of system within the jurisdiction and implement enhancements necessary to improve dissemination of urgent health alerts to public and private partners.
- Unable to exchange critical electronic health information with key public health emergencies such as bio-terrorism.

Alternatives Considered:

Prior to development and deployment of HASTEN, DHS evaluated other available systems and vendors. DHS found no solution currently on the market that supports the desired functionality. SIMI was selected because they could leverage their knowledge gained from a similar system known as the California Health Alert and Notification System (CAHAN) which was developed by the State of California. CAHAN possesses comparable functionality to HASTEN and the vendor has proven that their experience will reduce project risk and development time.

Project Risks:

There are very minimal risks to the County and CDC is heavily subsidizing the entire project.

Risk Mitigation Measures:

This project mitigates risk by utilizing commercially available third-party products for system enhancements. DHS has identified specific tasks and deliverables tied to payment points and has contractual withholds to help ensure vendor performance.

Financial Analysis:

The requested maximum contract amount for this amendment is \$598,840, which increases the maximum obligation to \$1,935,202. Funding for this project is fully subvented by CDC Bioterrorism Preparedness and Response grant funds and represents no net County cost.

CIO Concerns:

None.

CIO Recommendations:

The CIO recommends Board approval of this amendment.

CIO APPROVAL

Date Received: 08/02/2004
Prepared by: [Signature]
Date: 08/05/2004
Approved: [Signature]
Date: 08/05/2004